United Nations ST/IC/2008/24

Secretariat

14 May 2008

Information circular*

To: Members of delegations and staff

From: The Under-Secretary-General for Management

Subject: **First day of issue — 6 June 2008: "Convention on the Rights of Persons with Disabilities" stamps**

Commemorative stamps

1. On 6 June 2008, the United Nations Postal Administration (UNPA) will issue six commemorative stamps on the theme "Convention on the Rights of Persons with Disabilities". The stamps were designed by Rorie Katz (United Nations, New York).

2. The Convention on the Rights of Persons with Disabilities was adopted on 13 December 2006 during the sixty-first session of the General Assembly (resolution 61/106). In accordance with article 42 of the Convention, it was opened for signature by all States and by regional integration organizations at United Nations Headquarters in New York on 30 March 2007.

3. Eight guiding principles underlie the Convention and each one of its specific articles, as follows:

(a) Respect for inherent dignity, individual autonomy including the freedom to make one's own choices, and independence of persons;

(b) Non-discrimination;

(c) Full and effective participation and inclusion in society;

(d) Respect for difference and acceptance of persons with disabilities as part of human diversity and humanity;

(e) Equality of opportunity;

(f) Accessibility;

(g) Equality between men and women;

(h) Respect for the evolving capacities of children with disabilities and respect for the right of children with disabilities to preserve their identities.

* Expiration date of the present information circular: 6 August 2008.

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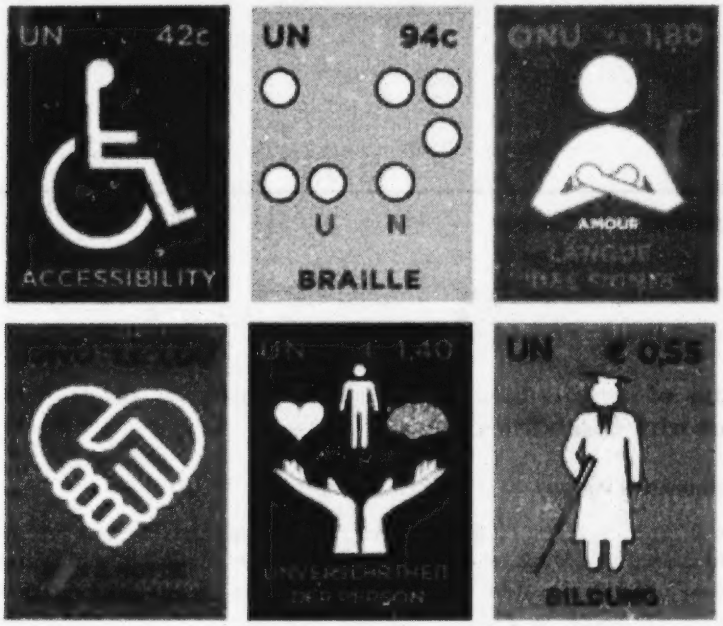
4. The stamps will be issued in denominations of $0.42, $0.94, SwF 1.00, SwF 1.80, €0.55 and €1.40. (United States equivalents: SwF 1.00: $1.00; SwF 1.80: $1.81; €0.55: 87 cents and €1.40: $2.21, subject to exchange rate fluctuation.)



General information

5. For the convenience of collectors, UNPA at Headquarters will provide prepared and cancelled New York, Geneva and Vienna first day covers on the UNPA official first day cachets **only**. Members of delegations and the staff can obtain these items on Friday, 6 June, at the following locations:

(a) The UNPA sales counter in the concourse of the General Assembly Building: 9 a.m. to 5 p.m.;

(b) Temporary sales counter on the east side of the Secretariat lobby between the cafeteria and the news-stand in front of the windows: 9 a.m. to 4 p.m.

6. First-day-of-issue cancellations can be obtained at a temporary United States Postal Service substation located outside the United Nations Bookshop in the concourse of the General Assembly Building from 9 a.m. to 5 p.m.

7. Information on United Nations stamps can be accessed on the Internet at http://unstamps.un.org.

United Nations ST/IC/2008/25

Secretariat

21 May 2008

Information circular*

To: Members of the staff

From: The Under-Secretary-General for Management

Subject: **Joint Appeals Board**

1. The purpose of the present circular is to inform the staff that the Secretary-General has approved the following membership of the Joint Appeals Board at Headquarters. The Board advises the Secretary-General on cases of appeals.

2. **Chairpersons.** The following Chairpersons have been appointed by the Secretary-General from a list presented by the joint staff/management machinery in accordance with staff rule 111.1 (b):

Kathleen Abdalla
Andrei Abramov
Clemens Adams
Teklay Afeworki
Maria-Luisa Chavez
Laura Colassano
Alassane Diatta
Parviz Fatash
Hannelore Hoppe
Judith Karl
Satish Khorana
Cheryl Larsen
Saraswathi Menon
Carolyn Mitchell
Zoltan Nagy
Ejeviome Eloho Otobo
Carolina Owens
Detlef Palm
Stefan Schweinfest
Stephen Sekel
Elissavet Stamatopoulou-Robbins

3. **Members.** The following members have been appointed by the Secretary-General:

Ellen Aamodt
Nikolai Baskakov
Suzanne Bishopric
Michael Cassandra
Behroze Clubwala
Hanan Dahdah
Ann de la Roche
Dmitri Dovgopoly
Paul Dysenchuk
Martin Fianu
Peter Frobel
Susanna Gatto
Bernadette Guider
Helene Hoedl

* The present circular will be in effect until further notice.

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Ashraf Kamal
Shari Klugman
Ching-man Mak
Joao Marcedo
Joseph Martella
Oseloka Obaze
Urenthren Pillay
Christina Post
Junko Sato
Rekha Thapa
Ellen Tolmie
Vivian Van de Perre
Sergei Zelenev

4. **Members.** The following members have been elected/nominated by the staff:

Marie-Louise Aronson
Fikerte Assefa
Mesfin Asefa
Lakshmi Balaji
Claudia Bishopp
Marco Carmigniani
Stephen Flaetgen
Serge Gakwandi-Kubmimana
Serguei Ivanov
Franz Kolar
Roger Lewis
George Ritter
Dimitri Samaras
Anatoli Sidorenko
Vevine Stamp
Christine Watson
Ann. M. Wishart

5. The Secretary of the Joint Appeals Board is Mr. Weicheng Lin. He may be contacted at extension 3-2293, room S-2110A.

6. The present circular supersedes information circulars ST/IC/2008/21 and ST/IC/2005/47 and Corr.1.

United Nations ST/IC/2008/26

Secretariat

23 May 2008

Information circular*

To: Members of the staff at Headquarters

From: The Assistant Secretary-General for Human Resources Management

Subject: **After-School Recreation and Study Programme for United Nations Children**

1. The After-School Recreation and Study Programme for United Nations Children is open to 5- to 11-year-old children whose parents work at the United Nations, delegations, consulates or specialized agencies of the United Nations system. Conducted under the auspices of an independent Board of Trustees, the Programme offers arts and crafts, athletic activities, dance and creative movement, games and homework under the supervision of qualified staff.

2. Begun over 38 years ago to assist working parents who were not in a position to provide after-school care for their young children, the Programme enjoys limited subsidies, which make it possible to open it up to parents at the cost of $1,000 per child per semester. This fee represents only a part of the actual cost per child incurred by the Programme. Special family circumstances will be taken into consideration for those families with a net joint income below $50,000. Depending upon the demand, further criteria may be established by the Board of Trustees.

3. The fall 2008 semester will run from Monday to Friday, beginning **Tuesday, 2 September 2008, from 3.15 to 5.45 p.m.** (6.15 p.m. during the General Assembly period). The spring 2009 semester will commence on **Monday, 26 January 2009**. Transportation will be provided from the United Nations International School building at 25th Street to the Secretariat building, 42nd Street and First Avenue entrance. Other arrangements will have to be made by parents on an individual basis for children coming from other schools.

4. Interested parents are invited to complete the attached application form and return it with a cheque for $1,000 **no later than Friday, 15 August 2008** to room S-2938. **After that date there will be a late fee of $100 per child.**

5. Staff members are encouraged to enrol their children between the ages of 5 and 11 years in the Programme. It is assumed that parents who do not choose to enrol their children are making other arrangements. If staff members require that their

* Expiration date of the present information circular: 31 December 2008.

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children meet them and remain for any length of time within any of the Secretariat buildings, the Administration suggests that parents ensure that their children respect the working areas of other staff and maintain the proper decorum.

6. For further information, please call extension 3-8730.

7. *Note the location*: Dag Hammarskjöld Library, lower level, room S-B1-52.

Application for the After-School Recreation and Study Programme for United Nations Children

Fall semester 2008

Renewal ☐

New application ☐

Instructions: Please answer all questions. Write NONE when applicable. Incomplete applications will not be accepted.

Child's name _____

Birth date _____ Sex _____ Grade _____ Nationality _____

School currently attending _____ Location _____

Previously enrolled in the After-School Recreation and Study Programme? Yes/No

Names of parents or guardians _____

Room _____ Tel. (___)_____ e-mail _____

Home address _____ Tel. (___)_____ e-mail _____

Grade and step _____ Education grant: Yes/No Nationality _____

Name of spouse _____ e-mail _____

Does your spouse work in the United Nations or a specialized agency? Yes/No

If yes, please give grade and step _____ Education grant: Yes/No

Room _____ Tel. (___)_____ e-mail _____

If not, please give spouse's (a) Occupation _____

(b) Employer _____ Address _____

Tel. (___)_____ e-mail _____

Information on other dependent children:

	Child's name	Sex	Birth date	School	Location of school
1.					
2.					
3.					

While the programme, to the extent of its capability, is open to all United Nations parents, it is a subsidized programme established essentially for those working parents who are not in a position to provide after-school care for their young children. Therefore, all parents are expected to pay $1,000 for each child per semester, which represents only part of the actual cost per child incurred by the Programme. Special family circumstances will, however, be taken into consideration for those families with a net joint income below $50,000.

How many persons does your family salary provide for? _____

Is your net family income* above $50,000? Yes/No

You may be asked to provide supporting information at a later date.

Payment made to the After-School Recreation and Study Programme for United Nations Children is attached. This fee is non-refundable unless the Programme is discontinued. **There will be a late fee of $100 after 15 August 2008.**

The hours are from 3.15 to 5.45 p.m. (6.15 p.m. during the General Assembly period). Any early arrival must be supervised by the accompanying adult until 3.15 p.m. The Programme cannot assume responsibility for any child brought to its premises prior to the scheduled opening time.

Children must be picked up at the latest by 5.45 p.m. (6.15 p.m. during the General Assembly period). Children will be asked to leave the Programme if parents fail to pick them up on time on two occasions. Children who are disruptive or disrespectful to their peers or the staff in the Programme will also be asked to leave. In either event, there will be no refund of the fee.

Certification

I have read and agree to the regulations regarding time of pickup of children. I certify that the above information is correct and complete to the best of my knowledge and belief.

Date _____ Signature _____

* Net income is defined as salaries, post adjustment, education grant and dependency, housing and any other allowances, minus United Nations staff assessment and United Nations pension contribution.

United Nations ST/IC/2008/27

Secretariat

28 May 2008

Information circular*

To: Staff members who are liable to pay income taxes to United States tax authorities on United Nations salaries and emoluments

From: The Controller

Subject: **United States 2008 economic stimulus payments**

1. Under the Economic Stimulus Act of 2008, passed on 13 February 2008, the United States Department of the Treasury will begin sending out economic stimulus payments and notices to eligible United States taxpayers beginning in May 2008. To receive a stimulus payment, an individual must have filed a 2007 tax return with the Internal Revenue Service, which shows at least $3,000 of earned income, Social Security benefits and/or certain veterans' payments.

2. Section 101 of the Act amends the Internal Revenue Code of 1986 by providing for the payment of "recovery rebates" to individuals as a credit "against the tax imposed by subtitle A for the first taxable year beginning in 2008". Subtitle A of the Internal Revenue Code relates to the imposition of income taxes. The credit will be for an amount equal to the lesser of the net income tax liability or $600 (or $1,200 in the case of a joint return). The credit will be reduced where the taxpayer's adjusted gross income exceeds $75,000 (or $150,000 in the case of a joint return). In addition, individuals eligible for payments may also receive an additional amount of $300 for each child qualifying for the child tax credit.

3. Staff members whose United Nations earnings are subject to United States income taxes who receive the notice and/or cheque for the economic stimulus payment from the United States Department of the Treasury (Internal Revenue Service) should take the following actions:

(a) Cash or deposit the cheque into their own bank account;

(b) Retain a copy of the notice and the cheque for their files and for submission together with their 2008 tax claim to the United Nations Income Tax Unit. Failure to submit such a statement may result in the full amount of the potential rebate being considered as having been received by the staff member.

* The present information circular shall remain in effect until further notice.

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4. As noted in paragraph 2 above, the recovery rebate is calculated by reference to the individual's income and is payable as a credit against income taxes. Since the Organization provides tax reimbursement to place United States taxpayers on an equal footing with other United Nations staff members who are not subject to United States income taxes, any reduction in or rebate of income taxes related to United Nations income affects tax reimbursements from the United Nations. On this basis, in cases where the rebate is attributable both to taxes reimbursed by the Organization and to taxes (excluding self-employment tax) paid by the staff member or his or her spouse on outside income, the rebate will be first applied towards the taxes paid by the staff member, with the balance of the rebate, if any, credited to the Organization. However, if the taxes paid by the staff member (other than self-employment tax) are entirely reimbursed by the Organization, the United Nations will be credited the entire amount of the recovery rebate.

5. Based on the submission made in accordance with the action outlined in paragraph 3 (b) above, the summary statement of reimbursement, which will be sent by the Income Tax Unit to each staff member to whom 2008 tax settlements are to be made by the United Nations, will indicate the amount of the rebate determined to be applied against the tax reimbursement payable by the United Nations and the balance, if any, which is to be retained by the staff member. The amount of rebate allocable to the United Nations reimbursement will be offset from the staff member's 2008 final tax reimbursement.

6. Staff members interested in getting more information on this subject are encouraged to visit the website of the Internal Revenue Service at http://www.irs.gov.